



Home of Curling Excellence

**2017 Annual General Meeting  
Victoria Curling Club  
June 15, 2017**

**1. Call to Order**

- The meeting was called to order at 7:01pm by President Mark Stefanson.

**2. Introduction of Board Members**

- Introduction of current and outgoing members of the board

**3. Adoption of Minutes from the 2016 Annual General Meeting**

*Motion:* Move to Adopt the minutes of the 2016 Victoria Curling Club Annual General Meeting held June 16, 2016

*Moved by:* Barry Rankin

*Seconded by:* Neil Dangerfield

**Motion CARRIED**

**4. Adoption of Minutes from the November 2016 Extra-ordinary General Meeting**

*Motion:* Move to Adopt the minutes of the 2016 Victoria Curling Club Extra-ordinary General Meeting held November 24, 2016

*Moved by:* John Coombs

*Seconded by:* Linda MacKay

**Motion CARRIED**

**5. Report from the President: M. Stefanson**

It has been a pleasure to serve as your Curling Club President over these past two years. I want to thank everyone who has contributed to the ongoing success of our club and their respective leagues. Volunteers make the difference between success and failure, and I want to thank you all. Over these past two years, together we have achieved a significant amount of progress. Still more needs to be done, but I feel confident we are laying a strong foundation for the long term.

In drafting this message, I thought it was important to provide members with a report card on where we stand on our accomplishments and outstanding challenges.

Accomplishments:



Home of Curling Excellence

- Recruitment of new General Manager
- Office Manager improvements in back office systems and accounting procedures
- New Head Ice tech and staff
- Overall improvement of curling ice quality
- Improvements and investment in refrigeration and ice plant
- Increase in the number and success of bonspiels
- Increased pro-shop sales
- Increase in volunteer support
- Significant growth of the curling development program
- New home of the Greater Victoria Curling Academy
- Significant growth in the high school program
- Improvements to Board governance and policy
- Proposed new membership fee structure
- New VCC logo (Celebrating 65 Years of Curling)
- Increased lounge and summer time rentals
- Ongoing enhancements to the food services
- Improved janitorial standards
- Awarded the hosting of the 2018 B.C. Scotties

Challenges/Opportunities:

- Increase the number of new members
- Increase revenues to improve the bottom line
- Upgrade our upstairs lounge
- Make improvements to our outside front entrance
- Relocate the VCC office and expand the pro-shop
- Make improvements to locker rooms
- Continue to invest in the ice plant
- Develop a new website and online registration
- Continue the ongoing relationship building with City of Victoria

I will be stepping down as President as of June 15<sup>th</sup>, but I am committed to working with the new Board to keep up the positive momentum. I want to especially thank my fellow Board members for their ongoing and tireless efforts on your behalf. Our common goal is to make the Victoria Curling Club, “The home of curling excellence on Vancouver Island”.

Other news updates:

- New website is up and available as [www.victoriacurlingclub.com](http://www.victoriacurlingclub.com)
- VCC is enrolled in a new Curling Canada pilot program called Curling IO – this should allow for:
  - Online registration and payments
  - League management and schedules



- Key goals for upcoming year:
  - Membership: over last couple years, VCC lost ~75 members. We need to attract more people.
  - Revenue generation: Increase in rentals and advertising

Questions from members: none

## 6. Presentation of Auditors Report: C. Coughlin, Grant Thornton

- Introduction of Larry Beatty from Grant Thornton
- Financial loss trend has continued this year
  - There was a loss but some positive changes have happened to reduce the amount of loss. Such as:
    - Restaurant contract
    - Tax exempt nature of our building from city – infinitely tax exempt
  - Single biggest issue is a decline in membership
  - Increased revenue from bar, rentals, bonspiels but single biggest loss is from membership and league fees
- Capital expenditures listed in report
- Key challenges and opportunities
  - Challenge: Decreasing membership
  - Opportunity: Add more programs to attract new curlers and usage of facilities
- Questions/comments from membership:  
Comments and Questions from Jack Bowman:
  - Operating loss 4th year in row: measures have been taken but not sustainable over 3 year limit.
  - Ideas posed:
    - Pursue grants (gaming for capital projects from 30-250k where gaming provides 50% of funds)
    - Note 3- 30K removed from Restricted Capital Fund
    - Line of credit – prime + 2%
  - The annual lease with City of Victoria expired in 2014. What is the update on this? Are we sustainable?
    - To be addressed in a later agenda item
  - Curling accessories increase in sales: cost of sales are significant – has to do with the valuation of the inventory over the last 2 years. Paul Dixon explained that last years inventory was overvalued in the books inflating the cost. Inventory has been corrected since and reflects actual costs.
  - Page 13: There is a large difference in wages from 93K in 2106/2016 to 195K in 2016/2017. Why?



- From Colin Coughlin – the year before we had a wage grant, plus the changeover of GM and duplicate wages for a period of time

Q: John Coombs: Where is the operational benefit to the club from the cafe downstairs?

- Freezer that was purchased early in the year was the only purchase this year.
- We have a monthly rent and a profit share.
- In the financial report, it is embedded in building rentals. Colin Coughlin can make that information available to people who share their email addresses.

## 7. Election of the Board of Directors: D. McMullen

- According to bylaws and constitution, elections must be held:

### *President (1 year term)*

- 1 nomination: Neil Campbell
- No nominations from the floor
- Neil Campbell elected as President by acclamation

### *Vice President (1 year term)*

- 1 nomination: Colin Coughlin
- No nominations from the floor
- Colin Coughlin elected as Vice President by acclamation

### *Treasurer (1 year term)*

- 1 nomination: Stuart Fraser
- No nominations from the floor
- Stuart Fraser elected as Treasurer by acclamation

### *Director positions*

- 6 directors on 2 year terms, 3 directors on 1 year terms
- Electing 5 directors tonight. Nominations are:
  - Nicholas Coleman
  - Trystan Berg
  - Kristine Dobell
  - Andrew Komlodi
  - Donna Somer
- No nominations from the floor
- All nominees are elected by acclamation

## 8. Remarks by New President: N.Campbell



Home of Curling Excellence

I would reiterate Mark Stefanson's thanks to the outgoing board members, Andrew, Don, and John, as well as Carley Sandwith and Morgan Sargent. I also want to recognize the work of our ice maker, Cody Hall, and his ice staff, not only for his excellent ice but for getting the Brewer's League going. I also want to thank our erstwhile acting General Manager Quenton Lehman, pretty much for everything he has done for the club over the last two years.

I particularly wish to thank John Riopka, who has put his heart and soul into the club. (Presentation of hat to John Riopka)

I particularly want to thank our outgoing President, Mark Stefanson, and his partner Shirley.

I think we have a very good board moving forward and looking forward to working with them. We will be meeting as soon as possible after the AGM to begin planning for next year.

We are also fortunate to moving forward with a number of key people staying on: our GM Paul Dixon, April, Yvonne, Mark and Ola – they are all key to the operations of the club and the achievement of VCC as the home of curling excellence on the island.

As stated in Mark Stefanson's President' report, over the past 2 years, the VCC Board of Directors have made significant progress in addressing some of the long-term challenges which the club faced, and some important changes were made lay a solid foundation for the future, notably the hiring of a new GM (Paul Dixon), bringing in a new icemaker (Cody Hall) and putting an emphasis on the quality of ice, development of a professional and articulated advertising and marketing program and a new logo, and most importantly growth in our youth programs and more enjoyment of curling as a club as exemplified by the success of the Soo Long Bonspiel. So, upon this foundation, I see the club priorities as building upon the work done over the past several years and to continue with the same priorities:

- Financial sustainability
- Enhance the club curling experience for both members and guests
- Confirm VCC as the centre of curling excellence on Vancouver Island
- Continue to build on the relationship with the City of Victoria

However, the number one priority for the upcoming curling season is to increase revenue and diversify the revenue streams available to the club:

- Membership dues
- Advertising and Sponsorship
- Grants
- Rentals and Sales



Home of Curling Excellence

To this end, the Board has put forward a number changes in dues and membership brought forward by Nick Coleman.

Other issues:

1. Planned enhancements to ice plant and equipment. At the same time as Cody Hall started as our icemaker last August, the Board determined we should review the status of our ice plant to determine its viability and to bring us into compliance with the BC safety authority. To that end, we hired our Refrigeration consultant, Accent refrigeration, to review of our facility and provide a plan of action, which they have done, and we have been prudently moving forward with this plan keeping a tight rein on the money available and will continue to do so in the next curling season, all with a view to improved safety, with the exception of the brine pump, which we are going to have to replace soon – it is old, and if it fails, then no ice. Also, the GM is investigating replacing our existing jet ice system with a reverse Osmosis system – this will save us money in the long run.
2. Possible enhancements to the upstairs lounge and smaller renovations to enhance the club's facilities – we would like to renovate the upstairs lounge as soon as possible, hopefully in time for the Scotties, as this would be a benefit to the members and potential help to bring in more revenue under that changes in the BC Liquor license which may allow us to operate more like a neighbourhood pub. We would also like to renovate the office/pro shop area, the locker rooms, and the washrooms. The GM will be working with the board to articulate the projects and identify sources of funding and to roundup some volunteer help and in-kind donations.
3. Crystal Pool – at this point, we are not part of the project, although we did ask to be included – essentially, the city plans to build a hole in the ground and fill it with water. However, the club is keeping involved in the project, and it is our guess that the referendum will not pass this fall so the City will be back to the drawing board. We need to do more work in developing our case with the city, and Nick and his committee have been working with a professional to help us establish the necessary documents we need to start building our case in the community. We need also need to develop some champions in the community from within and outside the Board and members to help us position ourselves politically. Barring a new facility, we are staying in the club, and will be working on a long-range funding plan to help raise the funds to fix and maintain the club.

Questions/Comments from membership:

- Comments/Questions from Jack Bowman:
  - Great news about the grant opportunities
    - New horizons act.
    - Can get 25K without matching funds.
    - Deadline is June 23rd.
  - Capital project Grant through gaming

- August 1- September 30<sup>th</sup>
- Develop list of capital improvements over a 3 year period
- Jack Bowman has details.
- Did Victoria CC get money through Canada 150 Infrastructure Grant?
  - We did apply but did not hear back. General Manager Paul Dixon is following up on this.
- Community foundations of Canada website
  - Look to see what criteria is needed to apply and look at matching funds
- Need log book for volunteer time etc for in-kind funds (youth programs, learn to curl etc).
- Charitable donation can get a tax receipt through the National Sport Trust Fund).
  - Through CurlBC and Curling Canada, 95% of donated money comes back to club.
  - Jack Bowman has details.

9. Election of Auditor: C. Coughlin

*Motion:* Move to approve the auditors report for 2016-2017 season

*Moved by:* Colin Coughlin

*Seconded by:* Marlene Jeffries

**Motion CARRIED**

*Motion:* The Victoria Curling Club would like to elect Grant Thornton as our auditor for the upcoming 2017-2018 season

*Moved by:* Colin Coughlin

*Seconded by:* Glen Taylor

**Motion CARRIED**

10. Other Business:

- Other Business #1: Proposal for an updated model for membership dues: N. Coleman
  - Summary: Change of membership fees and league fees. Reduce the initial membership fee and implement an annual fee for existing members. Reduce the barrier to entry for new members, but the onus is still on us as a club to recruit new members.
  - Questions/Comments from the membership:
  - From Doug Schneider:
    - Q. What is the membership fee?
    - A. Currently the membership fee is \$250. In motion 4, we are reducing the fee to \$25.
    - Q. What is spare registration fee?
    - A. This is still in discussion on the board. Fees must be posted by August 1<sup>st</sup>.

- Q. The fee is going from \$250/person to \$25/person? How is that fair?
  - Rebate to members that have signed up in the last 2 years
  - Goal is to lower the cost to new members to
- Q. from Kathy Mackenzie:
  - It used to be that in the first year you did not need to take out a membership, but in the second year you did. Why is that changing?
  - A. You are just shifting the barrier to entry to the next year. We are setting the fees as such that it is beneficial to become a member.
- Sandra Bitz supports the motion.
- Q. Clarify age of senior?
  - 60 is the tentative answer
- Q. Are we planning to have an open house in the fall?
  - From Paul Dixon: On our first weekend (Sept 23, 2017), there will be 4 sheets of ice for an open house (funded by participACTION). It is actually curling day in Canada.
- Q. What is the age breakdown for intermediate and junior?
  - Intermediate is 25, junior is 19.
- Q. Jack Bowman is opposed to \$25 membership fee. This fee devalues the member benefits. What are the member benefits for this fee?
  - Member benefits will be listed with the new fee structure
  - Also, this does not exclude running a learn to curl program. That has a separate price point.
- Q. Jack Bowman: Regarding the proposed league fees (i.e. senior mens) – we will lose curlers if we raise rates.
  - If we don't raise, we won't survive as a club.
- Q. from Kathy Mackenzie – why is the last years dues for nonmembers so different? (~\$115)
  - Nick Coleman: That is the cost of curling.

*Motion #3:* Move that the bylaws 3 - 6 be amended to read as follows:

### **BY- LAW #3 – CLASSIFICATION OF MEMBERSHIP**

3.1 The Membership of the Club shall consist of Honorary Life Members and Active Members, with the rights and privileges herein defined:

(A) HONORARY LIFE MEMBERS: Those Active Members of the Club duly elected to Membership for Life, at an Annual General Meeting of the Club, in recognition of important and meritorious services rendered to the Club. Any number of Honorary Life Member may be elected in any year and such election shall be by secret ballot and shall require 80% of





Home of Curling Excellence

the votes cast. Nominations for election to Honorary Life Membership shall be submitted to the Board of Directors for approval 60 days before the Annual General Meeting. Honorary Life Members shall be entitled to all the privileges of the Club, including eligibility for Office, the right to vote, and any proprietary interest in the assets of the Club and shall be exempt from payment of Annual Dues.

(B) ACTIVE MEMBERS: (Single Membership) Those who have been duly elected to Active Membership according to the By-Laws of the Club and who:

(a) Were active members of the Victoria Curling Club as of March 16, 2017 or have paid the One Time Membership Fee in their lifetime; and

(b) Have paid the Annual Capital Fund Contribution in the current year (if applicable).

Active Members, who have reached the age of Nineteen (19), shall be entitled to all the privileges of the Club including eligibility for Office, the right to vote and any proprietary interest in the assets of the Club.

(D) HONORARY ASSOCIATE LIFE MEMBERS: Those persons who have been Active Members of the Club and maintained their Active Membership for a minimum of ten (10) years and who the Club would like to recognize for significant contributions over the years to the Club, and are retiring from active participation in the Club, may be nominated by an Active Member or apply in writing to the Board of Directors. The Board of Directors will consider all nominations and recommend names of deserving candidates by a simple majority vote to the Annual General Meeting. Election of Members to Honorary Associate Life Membership will take place at the Annual General Meeting by a simple majority vote. Honorary Associate Life Members shall have all the privileges of the Club.

#### **BY-LAW #4 – ELECTION TO MEMBERSHIP**

4.1 The election of new Members shall vest in the Board of Directors save and except where otherwise in these By-Laws provided. The Board of Directors shall formulate rules from time to time stating the requirements of the Club for election of new Members. The rules so formulated and any change therein shall be posted for a period of at least fourteen (14) days on the notice board in the registered office of the Club, immediately after formulation or change and thereafter be available at the registered office of the Club for the inspection of any member or proposed new member on request.

#### **BY-LAW #5 – MEMBERSHIP FEE**

5.1 The Membership Fee shall be a One Time Membership Fee as herein defined:



(A) ONE TIME MEMBERSHIP FEE: This Fee shall be such amount as the Members shall decide by extraordinary resolution at an Annual General Meeting or Extraordinary General meeting of the Club. The ONE TIME MEMBERSHIP FEE shall be paid by each new Member in such manner and at such time as the Board of Directors may decide, and is NON REFUNDABLE. Payment of the One Time Membership Fee will entitle the individual to all membership benefits until their first ANNUAL MAINTENANCE FEE is payable.

**BY-LAW #6 – ANNUAL DUES AND CLUB DUTIES**

6.1 The Annual Dues shall be of two (2) categories:

(A) ANNUAL CURLING DUES. Payment will entitle the member to curl in a curling league (or in curling leagues) associated with the amount paid

(B) ANNUAL MAINTENANCE FEE. Payable by all Active Members who have been an Active Member of the Victoria Curling Club for more than 6 months and who are 20 years of age or older as of September 1 of the year Annual Curling Dues are Payable The ANNUAL MAINTENANCE FEE will entitle the member to all membership benefits until August 31 of the year following payment.

6.2 The amount of annual dues payable, shall be fixed by the Board of Directors of the Club and shall be posted on the Notice Board at the Registered Office of the Club, not later than the 1st day of August each year. Annual Dues shall be paid by Active Members not later than the 1st day of October each year.

*Moved by:* Nick Coleman

*Seconded by:* John Riopka

**Motion CARRIED**

Motion #4: Move that the ONE TIME MEMBERSHIP FEE be set at \$25.

*Moved by:* Nick Coleman

*Seconded by:* John Riopka

**Motion CARRIED**

Discussion on Motion #1:

- Q: From Kathy Mackenzie – what about curl BC dues for 'Active members' that are not curling or are actual non-curlers



Home of Curling Excellence

- From Paul Dixon: the accounting would take care of it and fees would not be paid to Curl BC.
- From Jack Bowman: he supports Kathy Mackenzie
- From Quenton Lehmann: we only send a list of members who actually curl, not associate members.
- What about access to parking passes as a member benefit for social members vs curling members?
  - No answer to question.
- What about fees for associate life members – do they have to pay the \$35 fee?
  - Yes, associate life members are not exempt from the fee but honorary life members are.

*Motion #1: Move to Reclassify “Associate Members” as “Active Members”*

*Moved by: Nick Coleman*

*Seconded by: John Riopka*

**Motion CARRIED**

- Amendment to Motion #2:
  - Change motion from single members to active members

*Motion #2: Move To Reclassify “Family Members” as “Active Members”.*

*Moved by: Nick Coleman*

*Seconded by: John Riopka*

**Motion CARRIED**

Motion put forward by member Doug Schneider:

*Motion: Move to recommend to the board that the spare fees are reduced to \$0 for the next 2 years.*

*Seconded by: Colin Coughlin*

- Discussion on motion:
  - Q. The fee includes insurance, Curl BC and registration – does this mean only the registration or all to be \$0?
  - Comment from Don McMullen: I am completely opposed to motion. In this model, we'll have permanent spares.
  - Q. From Barry Rankin: What is the potential loss?
    - A. From Colin Coughlin: Approximately \$1700-1800

**Motion DEFEATED**

- Other Business #2: A.Tam
  - Summary: Motion to amend constitution to become a non-member funded society: A. Tam



Home of Curling Excellence

- Last AGM, we resolved to become a member-funded society but we cannot receive government funding of excess of 10%.
- Ministry of Sports and Culture changed policies in 2017 – not giving grants to member-funded society.

*Motion:* Motion to declare the VCC a non-member-funded society: Whereas the Victoria Curling Club wishes to remain eligible for community gaming grants, be it resolved that the Victoria Curling Club is not a member-funded society as that term is understood under the *Societies Act* and that its constitution be amended accordingly.

*Moved by:* Andrew Tam

*Seconded by:* Nick Coleman

**Motion CARRIED**

- Other Business #3: From John Preston:
  - I urge the board to look at half-year fees for a variety of leagues to accommodate members who are not in Victoria for half the season.

#### **11. Presentation of Curl BC Banner: P. Dixon**

- Success was had by the Under 18 championships in Moncton, NB – bronze medal.
- Congratulations to VCC members of Team BC – Derek Chandler and Scott Gray

#### **12. Presentation of Gold Shield Award: N. Campbell, M. Stefanson**

- Award is in recognition of significant contribution of volunteerism at VCC
- Presentation of Gold Shield Award to Al Thomson for all of his hard work volunteering in many capacities at VCC.
- Presentation of Gold Shield Award Sharon Kelly and Margot Pajunen

#### **13. Motion for Out going President Mark Stefanson to be Associate Life Member. N. Campbell**

*Motion:* I move that the Board of Directors of the Victoria Curling Club, approve by resolution that outgoing President MARK STEFANSON be nominated as an “Honorary Associate Life Member” of the Victoria Curling Club in accordance with the By-Laws and Constitution of the Club and that this resolution be made at the next Annual General Meeting and voted upon by the membership as per the By-Laws and Constitution of the Club, requiring a majority vote to be carried.”

*Moved by:* Don McMullen



Home of Curling Excellence

*Seconded by:* Neil Campbell, Louise Rawluk

**Motion CARRIED**

**14. Draw for WFG TV's: P. Dixon, WFG Rep**

- Reagan Stewart
- Dave Smith

**15. Adjournment: N. Campbell**

Motion: Move to adjourn the 2016/2017 VCC Annual General Meeting

Moved by: Stewart Fraser

Seconded by: Neil Dangerfield

**Motion CARRIED**